

**REQUEST FOR PROPOSAL  
YELLOWSTONE COUNTY METRAPARK FACILITY  
FALL PROTECTION SYSTEM PROJECT**

Notice is hereby given that the Board of County Commissioners of Yellowstone County, Montana is currently soliciting proposals for providing all the labor, materials, necessary equipment, design and engineering services to complete the removal of the existing fall protection system and install new fall protection and walkway systems in the MetraPark Arena at the MetraPark facility located at 308 6<sup>th</sup> Avenue, Billings, MT 59101. Information relating to the project has been included.

All bids must be labeled 'Fall Protection System Project' and mailed in triplicate (1 copy and 2 originals) to the Board of County Commissioners, PO Box 35000, Billings, MT 59107 or delivered to their office located on the fourth floor of the County Courthouse, Room 403, 217 North 27<sup>th</sup> Street, Billings, MT 59101, to be received no later than 5 p.m. April 27, 2009. All bids received by this time and date will be opened and read aloud at 9:30 AM, April 28, 2009 in the Commissioners Boardroom Room 403A of the County Courthouse. Bids received after the aforementioned time and date will not be considered. All bids submitted or delivered will be time and date stamped. The time and date stamped on each bid must indicate that it was received no later than 5:00 PM, April 27, 2009.

All bids must include a bid bond made in favor of Yellowstone County in an amount equal to ten percent (10%) of the total bid. The security may consist of cash, a cashier's check, a certified check, a bank money order, a certificate of deposit, a money market certificate, or a bank draft. The security must be: a) drawn and issued by a federally chartered or state chartered bank or saving and loan association that is insured by or for which insurance is administered by the Federal Deposit Insurance corporation; b) drawn and issued by a credit union insured by the National Credit Union Shared Insurance Fund; c) a bid bond or bonds (original only, no photo copies) executed by a surety company authorized to do business in the State of Montana. Facsimiles, personal and/or business checks are not an acceptable form of bid security. The successful bidder will be required to provide the County with a performance bond and labor and materials payment bond, each in the amount of 100% of the contract amount, within ten days of the execution of the contract and prior to starting any work on the project.

Each bidder and or general contractor must have a current Montana Public Contractors' Registration number at the time of the bid. This number must appear on the bid. All subcontractors must obtain a registration number prior to beginning any work on the project. Bid only registrations are acceptable for the bidding process. The successful bidder will be required to pay the State of Montana a sum equal to 1% of the gross receipts from the public contract during the income year for which the contractor's registration number is issued. The County will withhold this money and forward it to the State. Five percent (5%) retainage will also be withheld from each progress payment until the project is substantially complete. The Contractor may request this five percent (5%) retainage at the completion of the project.

All personnel employed by the contractor or subcontractor in performance of the project must be paid wages at the rates listed in the current State of Montana Prevailing Wage Rate Schedules. The current schedules are available at the State of Montana web-site <http://mt.gov>; they are also included with this bid package. It is the responsibility of the contractors to obtain and use the applicable Wage Rate Schedule.

Yellowstone County does not discriminate on the basis of race, creed, color, religion, sex, national origin, disability, age, political belief or marital status. Entities contracting with Yellowstone County to deliver goods or services must ensure that their agents, employees and sub-contractors do not discriminate or cause for such discrimination as enumerated above, among their employees or the recipients of the goods and/or services to be offered. Moreover, the Contractor shall comply with all fair labor practices and must meet the requirements of all state statutes relative to Contractors Independent Contractor status, described herein.

The selected contractor will be required to provide a copy of their workers compensation coverage and general liability insurance to the County prior to beginning any work on the project. The amounts of coverage must be, at a minimum, those listed in the attached information.

No bid may be withdrawn after the scheduled time for receipt of the bids.

All state laws pertaining to Resident Bidders, both State and County, and Montana Residents must be adhered to if applicable.

The Board of County Commissioners will award the contract resulting from this Invitation for Bid to the lowest and best responsible Bidder. The Board reserves the right to reject any or all bids received, to waive informalities to evaluate the Bids submitted, and to accept the bid which best serves the interests of Yellowstone County.

Done by order of the Board of County Commissioners of Yellowstone County, Billings, MT this 24th day of March 2009.

Board of County Commissioners  
Yellowstone County, Montana

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Bill Kennedy  
Chairman

(Seal)  
Attest:

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Tony Nave  
Clerk and Recorder

## **MetraPark Fall Protection System**

### **SCOPE OF WORK**

#### **Fall Protection System:**

Provide all labor, materials, necessary equipment, design and engineering services to complete the removal of existing fall protection system and install new fall protection and walkway systems. All work to be performed in accordance with OSHA Regulations concerning Fall Protection and Personal Protective Devices. The system is intended to provide fall arrest for workers while they are engaged in their work activities at MetraPark. All elements of the system will be designed and installed in strict accordance with the appropriate OSHA Regulations.

In general, when the new system is complete, MetraPark workers will be required to attach themselves onto the fall protection system prior to being exposed to a fall hazard. This will be accomplished by connecting onto the system with a shock absorbing lanyard. The other end of the lanyard will be attached to a full body harness worn by the worker.

MetraPark understands that cables will be anchored to the structural steel at their terminal ends and supported intermittently and to achieve this we will allow the installation of the required high strength bolts through structural members at each terminal end and at each intermediate bracket. Cables will then be pre-tensioned in place.

All of the above must be designed by Registered Professional Engineers who maintain both Professional Design Liability insurance and General Liability insurance.

#### **Summary:**

1. Utilize a temporary fall protection system to protect workers who will be removing and installing all new equipment.
2. Remove existing fall protection system above arena ductwork and along cross stage trusses running from 10' North of column line P to 5' North of column line H.
3. Design, furnish and install a complete fall protection system in compliance with pertinent OSHA Regulations.
4. Design, furnish and install a walkway near the center line of the arena for safe passage to new fall protection system.
5. Perform structural analysis to ensure the capacity of supporting structure for all new fall protection.

6. Provide one set of rescue equipment for new fall protection system.
7. Provide a minimum of 2 hours of classroom training in the use, care and maintenance of the new fall protection system at the conclusion of the installation. Hands on training will follow the classroom session.
8. Work with Yellowstone County and MetraPark staff in the development of a Policy Statement for the training, use and care of the specific fall protection system installed at MetraPark.

Specifics:

1. Fall protection coverage will be as follows:
  - a. Twenty six cross stage trusses @ approximately 130 feet between column line 4 and 9 and from reference line E to 5' South of reference line P2.
  - b. Twelve cross stage trusses at approximately 30 feet between column lines 3 and 4 & 9 and 10.
  - c. One system of approximately 260 feet to provide coverage for the walkway to be installed near the center line of the arena.
  - d. Four ladders (two on each side of the arena) with vertical fall protection for access from the light pods to the rigging steel.
2. Furnish and install approximately 260' of walkway for safe passage from column line E to P2.
3. Furnish and install supplementary structure steel supports as needed.
4. All cables will be supported at 6' 6" above the walking surface, thereby creating a work environment that is void of obstructions.
5. Main cables will be equipped with "hands free" capability, eliminating the need for workers to detach at intermediate supports.
6. All cables will be designed for 2 users per sub span.
7. Provide four (4) sets of user equipment consisting of harnesses, shock absorbing lanyards and hands free by-pass equipment.

Warranty:

1. Warranty all workmanship for a period of one year from the completion date of the project.

Owner responsibilities:

1. MetraPark will allow work after normal business hours to assist in a timely installation of new fall protection system by mutual agreement and in regard to contracted events. Normal business hours are Monday through Friday from 7am to 5pm.
2. MetraPark will provide appropriate storage area for all work materials and tools.
3. MetraPark will provide ample work area with normal lighting levels, temperature control and power for proper installation equipment operation.

**EVALUATION CRITERIA**  
**(This list may not be all inclusive)**

- Total cost of the project
- Quality of materials used
- Warranty
- Ease of operation
- Future maintenance costs
- Time schedule of installation and completion of project within coordinated dates with MetraPark
- Previous experience with similar installations
- References

**INSURANCE REQUIREMENTS**

The following insurance coverage must be in force throughout the project. Coverage may be obtained through either a general liability policy or excess liability umbrella coverage.

**General Liability**

Commercial General Liability	General Aggregate	\$2,000,000
Products-Comp OP AGG		\$2,000,000
Occurrence	Personal & Adv Injury	\$1,000,000
Each Occurrence		\$1,000,000
Fire Damage (any one fire)		\$100,000
Med Exp (any one person)		\$5,000
Automobile Liability (hired and non-owned autos)		\$1,000,000
<b>Worker's Compensation</b>		
State		Statutory
Federal		Statutory
Employer's Liability		\$500,000

MetraPark Fall Protection Project System Bid Sheet  
Yellowstone County, Montana

**Please include this sheet with your other documents when submitting your proposal.**

Total cost of the project \$ \_\_\_\_\_

Start Date \_\_\_\_\_

Estimated time needed for installation \_\_\_\_\_

Please include an attachment listing three references. References for similar products and installations are preferred. The information should include the name of the company, their mailing address, telephone number, the person to contact and their email address if available.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Contractor Number

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City, State and ZIP Code

\_\_\_\_\_  
Telephone and Fax Number

\_\_\_\_\_  
Date

I acknowledge receiving the following addendums:

#1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_  
Initials Initials Initials

